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FAC News to Use

April 10, 2014

FAC Spotlight: **Pamela Farmer Wins Kentucky** **Employee Suggestion System** **Award**

If you're the state's risk manager, then you are focused on ways to reduce risk from both monetary and physical perspectives. Since 2007, that's exactly what Pamela Farmer has been doing.

"It's always good to know we have employees who not only look for ways to save money, but follow up with suggestions on how to do so," said Sec. Lori H. Flanery. "The Kentucky Employee Suggestion System (KESS) is a wonderful way to incentivize and recognize employees who's cost saving measures are put into action."

According to Farmer, one of the first things she realized was that state employees driving state vehicles were responsible for 80% of wrecks that occurred when they were driving those vehicles. In looking at the paperwork, it looked like many of the accidents were preventable—such as rear ending or backing into something. These seemed to stem from lack of attention more than anything.

"Since the state bought commercial insurance we weren't really retaining the risk and cost of loss for those wrecks," said Farmer. "I started researching – reaching out to industry, other states, and it became obvious we needed to do something to improve our drivers' skill set."

In researching driver training programs, Farmer found that some companies saw a 25-40% reduction in the frequency and severity of wrecks. For the state, that could mean hundreds of thousands of dollars every year.

So in 2011, Farmer suggested creating a mandatory driver training program, *I Drive Safely*, for state employees involved in an at-fault motor vehicle collisions to decrease the frequency and severity of losses. Because of a few bumps along the road (pun intended), the

program took a bit longer to implement, but finally got going in March 2013.

While it was impossible to calculate a savings, she received a \$100 Kentucky Employee Suggestion System intangible award and was recognized at the awards ceremony last month.

"I appreciate and applaud Pam's work to improve the Kentucky Self-Insurance Auto Program (KSAP)," said Ed Ross, Controller. "Her diligence has been instrumental in securing this online driver training program. Now she's working with all state agencies to encourage employees to take advantage of it."

When asked for suggestions on what other state employees should look at for cost savings, Farmer said it just might be the simple things. "Look for areas where processes can be improved. If you can save paper, you can save money. If you can save time, you can save money."

Farmer has been in state government for a little over 20 years. She's held positions in several agencies and practiced law in the private sector before joining state government. She received her undergraduate degree from the University of Michigan and her law degree from the University of Kentucky. Outside interests include cooking and flying.

Kentucky Employee Suggestion **System (KESS)**

Stand up and be recognized

Earn up to \$2,500 for your good ideas! Because our team members know best, the Kentucky Employee Suggestion System (KESS) provides monetary incentives to those who share ideas that will improve the productivity and services offered by the state. Cash awards range from \$100 to \$2,500.

The KESS Council reviews each suggestion. Awards are provided when a suggestion is approved, and results show either a savings or an improvement to a process or program, public relations, or safety.

The 2014 KESS award recipients were recognized this past March at the Governor's Mansion. Fifty-one employees' ideas were approved for implementation, and combined, are expected to save the Commonwealth more than \$335,000 in the first year alone.

The Finance and Administration Cabinet had four award winners getting \$5,088 in total rewards.

Submit your suggestion via the [KHRIS ESS portal](#). For questions, contact the Employee Recognition Branch at 502-564-5954.

Voter Registration Deadline April 21

If you and family members want to vote in the upcoming May 20 primary, then make sure you are registered by close of business on April 21.

You can register in person at your local county clerk's office. Or, you can mail your registration form, which must be postmarked by April 21.

To be eligible to vote, you must:

- Be a U.S. citizen.
- Be a Kentucky resident for at least 28 days before Election day.
- Be at least 18 years old by the date of the next general election.
- Not be a convicted felon, or if convicted of a felony offense, must have obtained a restoration of civil rights.
- Not have been adjudged "mentally incompetent."
- Not claim the right to vote anywhere outside Kentucky.



Minors who are 17 years old but will be 18 years old on or before the General Election on November 4, 2014, are eligible to register and vote in the upcoming Primary; however, they are not eligible to vote in special elections until they are 18 years old.

Voters who have recently moved need to update their voter registration information by no later than April 21, 2014. Pursuant to KRS 116.025(6), individuals who move from one county to another county while the voter registration books are open and fail to update their registration information before the voter registration books close are not permitted to vote in the Primary.

Changes in party affiliation for the 2014 Primary Election were due by December 31, 2013. Voters who changed their party affiliation after that date are not eligible to vote in partisan races in the Primary, although they may vote on nonpartisan races on the May Primary ballot. Voters who changed their party affiliation after December 31, 2013, may still vote for their candidate(s) of choice in the November General Election.

Under the Secretary of State's recently established [Address Confidentiality Program](#), victims of domestic violence and sexual assault can register and update their registration while keeping their names and addresses out of publicly available voter records.

You can check your current registration status on the Voter Information Center, <https://cdcbp.ky.gov/VICWeb/index.jsp>. To obtain a registration card or for more information about registering to vote, visit www.elect.ky.gov or contact your county clerk or the State Board of Elections at (502) 573-7100.

Share your spring break photos.

Did you and your family go somewhere special for spring break? Close or far, share some of your happy moments! Send to Pamela.trautner@ky.gov.



Kentucky Dept. of Libraries and Archives April Calendar

Free Online Training Sessions

Live online sessions classes are free and available to all Kentucky state government employees. For more information and to register online, go to [training calendar](#).

Upcoming classes:

Email: How to Write and Manage It in the Workplace will address how to communicate more effectively on the job through email. In addition it will cover features in Outlook that will help you better manage your email account. This new class is **Tuesday, April 15, 2:00 – 3:00 EDT**.

Common Cents: Credit Repair will explore the factors that affect your credit score and how to improve it so that you might have more financial opportunities available to you. **Tuesday, April 22, 2:00 pm – 3:00 pm EDT**.

Earth Day Kentucky, April 15



First Lady Jane Beshear is collaborating with the Energy and Environment Cabinet and the Kentucky Environmental Education Council to host the 2014 Earth Day Celebration on the lawn of the Old State Capitol.

The event will be held on Tuesday, April 15 from 11 a.m. until 1 p.m. A number of state agencies and other exhibitors will have booths to educate state employees and the public about how to become better environmental stewards.

Check with your supervisor to obtain prior approval for up to two hours leave to participate.

Social Media Highlights:

Surplus Properties

<https://www.facebook.com/kysurplus.property>
<https://twitter.com/KySurplus>

Kentucky Higher Education Assistance Authority (KHEAA)

<https://www.facebook.com/KHEAA>
<https://twitter.com/KHEAA>